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Chief, Liaison Division, OCD

16 August 1955

Chief, LD/OCD

OCI Calendar of Scheduled Forthcoming Events

1. This memorandum is written in light of the proposal of EXHC/CD that this Branch assume the responsibility for publishing the working paper entitled "Calendar of Scheduled Forthcoming Events" which is now prepared and produced by OCI.

2. OCI has been publishing this calendar on a monthly basis since November 1951. Publication was commenced as a result of OCI's internal needs; distribution was made to the DD/I at his request in April 1952 and has broadened ever since.

3. The calendar contains entries covering dates of "significant" anniversaries (e.g., birth of Lenin, establishment of Republic of Indonesia), national celebrations (e.g., Rumanian Navy Day, Hungarian Railwayman's Day), national elections, sporting events (e.g., Moscow International Horse Race, Sofia International Parachute Jumping Contest), national meetings (e.g., All-Indonesian People's Congress and plenums of political parties), and of international conferences and trade fairs. Since January 1954 when ICB agreed to review the draft of each OCI calendar prior to its publication for accuracy and completeness of entries on international conferences and trade fairs, the list has become more and more heavily weighted with entries on conferences and fairs. The LDN 101 Series (International Conferences Information Index) and LDN 73 (Soviet/Satellite Participation in International Trade Fairs) have been used by OCI as a source for many of the entries in the calendar.

4. At the present time an OCI GS-7 Junior Analyst is responsible for the collection and collation of material used in the calendar and for the editing, reproduction and dissemination of the calendar. This individual has been spending about one third of her working time on this task. A typist spends three to four hours each month preparing the mats for reproduction. OCI Reproduction prints, collates and disseminates the finished product. OCI has agreed to continue reproduction, collating and disseminating if OCD assumes responsibility for preparing the calendar and typing the mats.

5. Entries are based principally on material from FBIS Daily Reports (USSR and FE, FE and WE volumes are read daily by the Junior Analyst), an annual USSR calendar, LDN 73 and LDN 101 Series and OIR/State's "Schedule of Communist-sponsored Propaganda Activities". OCI's file contains material on anniversary dates.

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SUBJECT: OCI Calendar of Scheduled Forthcoming Events

6. Dissemination of the calendar has snowballed on the basis of specific requests. OCI has not attempted to initiate dissemination to likely prospects. Consumer evaluations have not been requested nor received. 108 copies of the 4 August 1955 index were disseminated (24 extra copies were retained to service requests for copies). At present three copies are sent to the DD/I, 30 to G-2, one to OCB, 41 to DD/P (including overseas stations), one to OCD (ICB), seven to FDD, one to the NIC, two to ORR and the remainder to OCI desks.

7. We have asked the principal users what their reactions to the calendar are. G-2 states they are glad to receive it and that they send it overseas to military attaches. FDD/OO feels they could do without it easily since ICB can service their inquiries. RCM/OIS reports that the document is the best available run-down on forthcoming events and that they have received a number of favorable comments on it from DD/P divisions and staffs. They feel that some shift in emphasis would improve it and that publication should be continued. RCM/OIS stated that ICB would probably make the calendar more useful to DD/P.

8. We do not believe that ICB could possibly undertake to produce this calendar with its present T/O. We do feel that we could do the job and do it well if a GS-7 were assigned to ICB and given the responsibility to prepare it and if OCI would continue to print, collate and disseminate the calendar as they have informally agreed to do. Although work on the calendar would not be a full-time job for the person assigned to ICB, he could be given other important information control responsibilities which would relieve the Branch's liaison officers of much detail work and enable them to use their time more effectively.

9. It should be noted that [] present editor of the OCI calendar, will be leaving the Agency on 26 August. If ICB is to be given this task, and if publication of the calendar is to continue without a break, an immediate personnel action would therefore be required.

STATSPEC

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Distribution:

Orig. & 1 - Addressee
2 - ICB
1 - Chrono

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OCD/LD/ICB: [] (16 Aug 1955)

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Reasons why it would not be feasible to consolidate the Calendar of Scheduled Forthcoming Events with ICB's LDN 101 Series (International Conferences Information Index)

A. Purposes differ

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B. Content differs

1. The calendar contains information (event, place and dates) on all significant scheduled events to be held.

2. LDN 101 contains information (event, place, dates, report citations and annotations) on only those conferences on which substantive reports have been received since publication of the previous LDN.

C. Manner of presentation differs

1. The calendar is organized chronologically in order to place forthcoming events in perspective for planning.

2. The LDN is organized on the basis of organizations sponsoring conferences so that it may be used effectively as a research aid.

D. Frequency of Publication differs

1. The calendar is published monthly. More frequent publication would be unnecessary.

2. The LDN is published every week or ten days. Less frequent publication would limit its effectiveness as an index of current accessions of reporting on conferences and as a device to spread the word of Soviet bloc participation in current and future conferences. Less frequent publication would also result in unmanageable size of the index and a slowdown in the integration of information contained in the index into ICB records.

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E. In view of these facts there appears to be no logical reason for consolidating the two publications. Like water and oil, they won't mix. Even if they could be combined in their final form and distributed together, they would have to be independently prepared and edited because of the differing sources used and content included.